

MHSA IT Workgroup Conference Call Meeting Minutes

February 23, 2006

3:00PM – 4:30PM

Meeting Minutes

Web Site: <http://www.dmh.ca.gov/MHSA/MHSAITWorkgroup.asp>

During the conference call, the following topics were discussed:

1. CSI reporting update

- a) DMH has completed the MHSA CSI changes. Internal testing is complete.
- b) When Counties start offering MHSA services, they need to report the additional CSI data elements for all services – MHSA and non-MHSA. The counties must be current with their CSI data reporting up through the month prior to starting to offer the MHSA services before CSI data with MHSA Service info can be submitted.
- c) The enhancements to the CSI system allow for blanks to be submitted for some fields, such as EBP / Service Strategy. When county IT staff set up these fields for data entry, they are configured either as 'entry required' or 'entry not required.' By allowing for 'blanks,' county IT staff was concerned that the field would almost never be populated with information because, if allowed the option to skip the field, users will skip the field. To address this concern, DMH will look into adding a value of '99' to avoid the issue of 'blanks.'
- d) Some of the AB2034 counties will continue to use the CAMINAR system because it is tied to several functions that are used locally (i.e., billing, reports). DMH is trying to stay consistent with some of the AB2034 reporting, so there have been a few revisions to the FSP assessment forms that were initially released in January 2006. DMH is currently making these edits and will post the revised FSP assessment forms as soon as possible.

2. IT Funding

One-time IT MHSA funding was discussed, including the language in DMH letters 05-06 and 06-03. It was clarified that one-time IT funding is for enhancements to county IT systems to meet the requirements of MHSA reporting.

MHSA IT Workgroup Conference Call Meeting Minutes

February 23, 2006

3:00PM – 4:30PM

3. MHSA DCR system requirements

DMH collected some additional requirements to accommodate the AB2034 program. The requirements are being reviewed with Dave Pilon. The updated requirements document will be posted to ITWS after the review is complete.

4. MHSA DCR system authorization

DMH conducted a system Security sub-workgroup meeting on 2/22/06. The following counties participated:

San Francisco – Nan Dame

Santa Clara – Paul Hein

Merced – John Nishihama

The sub-workgroup defined the “Roles” for the DCR system and the capabilities of each of the Roles. In addition, the sub-workgroup discussed the creation and assignment of groups to an FSP. DMH is documenting the meeting minutes and will share with the workgroup when complete.

5. XML Documents download and upload functionality

DMH has completed the development of XML documents download and upload functionality and would like counties to test this functionality. The following counties volunteered for testing:

Los Angeles

Stanislaus

DMH will contact the representatives from these counties to initiate the file exchange testing.

6. Next Steps

DMH described the following actions as next steps:

- a) Post the final requirements document on the ITWS system – Early March
- b) Share the DCR system design and prototype with the counties – Mid March

MHSA IT Workgroup Conference Call Meeting Minutes

February 23, 2006

3:00PM – 4:30PM

Attendees List

DMH is appreciative of the active participation from the workgroup members. Members phoning in to the conference call included:

Dennis Kennelly – Alameda
Wayne Brandt – Butte
Duane Henderson – Butte
Tamara – Glenn
Dan – Kern
Molly Tately – Kern
John Campbell – LA
Memo Keswick – Merced
Carl Funke – Orange County
Kathleen Murray – Orange County
Marco Anzar – Orange County
Nancy Latimer – Orange County
Susan Houseweart – Orange County
Tracy Herbert – Sacramento
Nancy Callahan – San Benito
Tess Bugay – San Diego
Leslie Axtel – San Luis Obispo
Velinda Tackett – Stanislaus
Patricia Ortega-Ruis – Stanislaus

Ruby Kadri – Pacific Clinics
Andrew Fitzpatrick – CalCiS

Mike Anderson – DMH
Sheila Kerr – DMH
Ken Schallmo – DMH
Dev Garg – DMH
Tom Wilson – DMH
Brian Fisher – DMH
Stephanie Oprendeck – DMH
Chris Beck – DMH
Brenda Golladay – DMH
Traci Fujita – DMH